



In accordance with California's Code of Regulation, Title 5 ARC's Academic Senate is the organization whose primary function, as the representative of the faculty, is to make recommendations to the administration of a college and to the governing board of a district with respect to academic and professional matters.

"Academic and professional matters" means the following policy development and implementation matters:

(1) curriculum, including establishing prerequisites and placing courses within disciplines;

(2) degree and certificate requirements;

(3) grading policies;

(4) educational program development;

(5) standards or policies regarding student preparation and success;

(6) district and college governance structures, as related to faculty roles;

(7) faculty roles and involvement in accreditation processes, including self-study and annual reports;

(8) policies for faculty professional development activities;

(9) processes for program review;

(10) processes for institutional planning and budget development; and

(11) other academic and professional matters as are mutually agreed upon between the governing

Zoom- [Link](#) More information can be found at the end

Date of Meeting

3:00 P.M. to 5:00 P.M.



Regular Meeting

Members of the public may address the Senate regarding items on the agenda as these items are taken up by the Senate, according to the rules of the Senate. Members of the public wishing to address matters, not on the agenda will be invited to do so under "Public Commentary" at the beginning of the meeting. The Senate reserves the right to change the order of the agenda items as the need arises.

MINUTES: 10-28-2021

I. Establish Quorum and Acknowledge Alternates

- a. Quorum was established at 3:06

II. Adoption of the Agenda

- a. Steven Estrada made the motion to adopt the agenda with the change of moving item VII a to after V. Silvie Grote seconded the motion. The motion passed.

III. Approval of Minutes from 10-14-2021

- a. Joel Gober made the motion to accept the minutes. Steven Estrada seconded the motion. The motion passed.

IV. Public Commentary (3 minutes per speaker)

- a. Craig Goralski showed support for the vaccine mandate.
- b. Bryan Seiling was embarrassed by faculty comments at the recent Covid-19 townhall that drew parallels between the vaccine mandate and Concentration camps.

V. Faculty Announcements and Invitations (2 minutes per speaker)

- a. Maha Afra spoke highly of the recent theater production of the Laramie Project and the opening acts preformed in the lobby.
- b. Alison Robertson announced that ESL was recognized by the RP Group for a second time. Congratulations ESL.
- c. Damon de la Cruz mentioned the Collegiality in Action meeting scheduled for Friday Oct. 19th and 9 am. It is now virtual.

VI. Faculty Issues – Unfinished Business

- a. Ad Hoc Syllabus Guidelines Committee (20 minutes) Chrystal Johnson

and read for the proposed syllabus guidelines. Bryan Seiling clarifies the what is required of a syllabus compared to a canvas shell. Janet Owen

The agendas for all Cypress College Academic Senate meetings can be found online [here](#). Agendas are physically posted in the CCC Complex, 3rd floor at Marc Posner's office. It is the intention of the North Orange County Community College District to comply with the Americans with Disabilities Acts (ADA) in all respects. If, as an attendee or a participant at this meeting, you will need special assistance, the NOCCCD will attempt to accommodate you in every reasonable manner. Please contact Jaclyn Maggini, Academic Senate Secretary, at 714-484-7010 or Damon De La Cruz, Academic Senate President, at (714) 484-6006 at least 48 hours prior to the meeting to inform us of your particular needs so that appropriate accommodations may be made.

Driggs talks about the value of a student-centered syllabus and the problem with a 10-page syllabus. Kathleen McAlister clarifies that there is no requirement but is an expectation to use Canvas. Liana Koeppel expresses the need for a syllabus that has all the course information in one place. Craig Goralski brings up the fact that our syllabus is also a contract that student will use for future credit transfers and that any links needs to be dynamic and will follow the syllabus in years to come. Kathleen McAlister made the motion to extend time for 10 minutes. Silvie Grote seconded the motion. The motion passed. Daniel Pelletier brought up that office hours means different things for the counselors. Craig Goralski made the motion to extend time 5 minutes. Kathleen McAlister seconded the motion. The motion passed. We will vote on the final draft at our next meeting.

VII. Faculty Issues – New Business

a. Alex Porter (20 minutes)

Damon de la Cruz

Alex Porter updated the senate on the District, campus, and area budget. He showed budget reports and explained the carryover that can be found in them. You can have access to all of these budgets documents under the fiscal affairs on the district website. Brain Seiling asked how we can have a structural deficit then how do we keep having carryover. Alex Porter explained how that happens when we spend less than we budget for over the year. Craig Goralski expressed his concerns that the term structural deficit is used to force decisions. Steven Estrada made the motion to extend the time by 10 minutes. Liana Koeppel seconded the motion. The motion passed. Brain Seiling thanked Alex Porter for coming and explaining everything to us. Craig Goralski expresses the need for the faculty voice to be involved with budgeting for future advertisements for increasing FTE's and guided pathways. Maha Afra expressed concerns about classified staff and the Fine Arts department getting cut for budgetary concerns.

b. Adrienne Sanchez and Virgil Adams (20 minutes)

Damon de la Cruz

Member of the Charger Assessment Team (ChAT) provided general information and a small demonstration of the ChAT website. Adrienne Sanchez went over the steps that take place after a report of a student in distress gets made. Virgil Adams talks about the confidentiality of the system and the importance of reporting to help the whole college stay updated on student's behaviors. Janet Own Driggs asked about language. She suggests not only focusing on volitation's but to also add terms about concerns for students. Adrienne Sanchez reported that it has already been updated to softer language. Alison Robertson made the motion to extend time 5 minutes. Joel Gober seconded the motion. The motion passed. Alison Robertson wanted to ask about ways that students will have access and to know about this resource. Her suggestion was to maybe have it on Canvas as a link.

VIII. Special Reports (3 minutes per Report)

a. Associated Students - Sydney Pike

- Halloween Event

- Associated Students is holding a Halloween Event on October 29th from 6 p.m. to 9 p.m. in parking lots four and five.
- The event will be a drive-by event with about 15 different clubs and departments participating and handing out candy to the community.
- Associated Students reached out to both the Cypress and Buena Park recreation centers and are expecting a good turnout.
- Anyone from the community is welcome to come
- **Associated Students Special Election**
 - The Associated Students Special Election will be held next week
 - Voting Opens on Monday (11/1) at 12 a.m. and closes on Thursday (11/4) at 11:59 p.m. ○ Preliminary results will be posted on Friday (11/5)
 - The timeframe for appeals closes on Friday (11/12) ○ The results will be ratified on Monday (11/15)
- **Thanksgiving Food Drive**
 - Associated Students will be having a Thanksgiving Food Drive in the month of November to make baskets of food to give to families in need.
 - Food collection will start next week during the first week of November with collection boxes placed in the Student Center, Fine Arts Building, Tech Ed 3 (Health Science Office Lobby), the new SEM Building, and the Humanities Building
- b. **United Faculty Christie Diep**
Thank you to Cypress Executives for collaboration for Spring semester and taking faculty into consideration.
- c. **AdFac Chrystal Johnson**
No Report
- d. **Professional Development Michael Brydges/Ruth Gutierrez**
 - FLEX proposal applications will be coming out Mid-November
 - Cypress Wellness Collaborative Events:
 - Mindfulness Minutes every Tuesday/Thursday 12:00-12:45
 - October 13th 4:30-6:00 p.m. Healthy Nutrition Through Stress Management & Mindfulness
 - November 10th 4-6:00pm. Integrative Approaches to Health and Wellness
 - Equity Framework:
 - We have assembled a workgroup of faculty, classified, managers and students who will finalize our first iteration of the Equity Framework. The committee will present our progress (campus wide) on December 3rd
 - Other upcoming events (more details to come)
 - Growth Mindset Academy
 - Short Course: Mindful Self-Compassion
- e. **Curriculum Committee Silvie Grote**
Curriculum Committee has met twice since last Senate meeting, on October 19th and 26th. In addition to approving curriculum, we discussed the following:
 - For Fall 2022, there are still 35 programs and 116 courses remaining to go through review and have to meet scheduling and catalog deadlines which are set for spring 22.

- Area 7 will be added to the IGETC pattern. No additional units will be added to the pathway.
 - Discussion took place on how to distinguish titles of the ADT from the UC transfer pathway for Chem and Physics (which are the only 2 major pathways approved by UCs for transfer).
 - The following division representatives were appointed to Credit for Prior Learning subcommittee: Counseling, Language Arts, Social Science, and Science, Engineering, and Math, and Fine Arts.
 - Chair attended Curriculum Regional meeting as well as Area D Regional meeting. In addition to curriculum updates, we have discussed Resolutions, including those that pertain to curriculum. Craig Goralski reached out to departments which are affected by additions and edits to FSA (faculty Service Area) list. Chair has inquired at Curriculum Regional whether CSU GE area E could go away if CSU has to align with UC pathway by 2023. No answer can be provided at this time, Taskforce is being formed.
- f. **Academic Senate Treasurer's Report Liana Koeppel**
- The Senate has thus far had expenditures totaling \$1,861.32
 - 2021 Awards Plaques-- \$561.32
 - 2021 ASCCC Fall Plenary Registrations (4)-- \$1,300
 - The current balance of the Senate Budget is: \$16,009.68
- g. **Cypress College Foundation Damon de la Cruz**
The Golf Classic was postponed due to inclement weather.
- h. **Student Equity and Achievement Committee Alison Robertson/ Gisela Verduzco**
SEA meets Tuesday, Nov. 2 3:30pm to 5pm. To get a Zoom link to the meeting or request funding for an equity related proposal, contact Gisela Verduzco or Alison Robertson.
- i. **Outcomes Assessment Jennifer Coopman**
- The data load for Fall 2021 is underway. There have been some technical difficulties causing a delay. The CSLO assessment scorecards should be available soon.
 - The SLO Accreditation Curriculum workgroup met on October 18, 2021, to further discuss Degree and Certificate PSLOs. Revisions were made to the draft of the Degree and Certificate PSLO template.
 - Met with Faculty from the Math Department on October 20, 2021, to discuss writing CSLOs that map to Equity.
 - The SLO Committee met on October 25, 2021. We reviewed the Spring 2021 CSLO Assessment Status Report. I showed the committee members how to access Faculty CSLO assessment reflection comments in eLumen as a department coordinator (these instructions were previously emailed to department coordinators). We reviewed Department Additional PSLO changes that were made between 9/23/2021 and 10/25/2021. We discussed Degree and Certificate PSLOs and went over a draft for sample language for a Degree/Certificate PSLO. Faculty division representatives are in the process of writing one Degree or Certificate PSLO for their departments to use as an example in the template document.

- Corresponded with various Faculty regarding SLO related topics, such as CSLO assessments, PSLO mappings, and Degree and Certificate PSLOs.
- In the process of updating the SLO Handbook.
- We are waiting for the eLumen contact to finish writing the contract and begin work on the restructuring of the Kinesiology division in eLumen. This will involve the college buying service credits to have the eLumen development team move the data associated with Physical Education to the newly designed Kinesiology division (KIN, PHS, REC). The eLumen contact said the restructure will most likely take place in January, 2022.
- Updates have been made in eLumen. As a note, it is quite challenging to maintain eLumen since CurricUNET and eLumen do not communicate directly.
- When CurricUNET updates with a new course or with new/revised CSLOs for an existing course, the CSLO to PSLO mapping needs to be done/redone in eLumen for that course (even if the course had been mapped previously). Best practice is to do this mapping as the updates are made in CurricUNET. Departments should also update PSLO Mappings to reflect any CSLO mappings to Equity. Updating the PSLO Mappings in eLumen is a great department activity for Flex Day.
- The next SLO Committee meeting is scheduled for November 29, 2021.

j. Program Review and Department Planning Bryan Seiling

- The IPRC met on Monday, October 18th. The committee discussed the review process and areas of focus for the department presentations taking place throughout the month of November. The committee confirmed the CSLO's compliance percentage would be 90% for Fall 2019, but just 70% for Spring 2020 due to the impact of the pandemic. Going forward from Fall 2020, the percentage will return to 90%. Programs are still able to provide a narrative to justify why their CSLO's assessments are below the required percentage, and the committee may take that into consideration when assigning the department's Compliance Status. PSLO's must be mapped by this point, and curriculum must also be up to date.
- The department presentations will be brief (roughly 7 minutes) and highlight areas of the written form and any other things the department are important. The department's responses to the Diversity and Equity section and their budget and resource requests will be topics highlighted during the discussion portion of the presentations. Based on the department's written material, and presentation, the committee prepares a Review Summary containing a Compliance Status. Both the Summary and Compliance Status will be used in future requests by the department for faculty, classified staff, one-time funding, and other support. The first three presentations begin Monday, November 1st. Respectfully submitted by Bryan Seiling, Instructional Program Review Committee Chair

k. District Council on Budget and Facilities Damon de la Cruz

No report

l. ACCJC Self Study Liana Koepfel

- The Accreditation Faculty Chair Position Description will be presented at PAC on Thursday Oct. 28 for approval. ALO Bryan Ventura will put out a call for the new Faculty Accreditation Co-Chair on November 1, 2021. Please check your email for the announcement.

- The 2024 ACCJC Accreditation ISER Training will be held on Friday Nov. 19, 2021 from 8:00-11:00 via Zoom. A college-wide invitation to the training is forthcoming. Please mark your schedules. As we need broad participation from full-time and adjunct faculty in the accreditation process, please plan to attend to learn more about the new Self-Evaluation procedures. Those interested in serving as the Faculty Co-Chair are especially encouraged to attend

m. **CTE Liaison Jeanette Jones/Douglas Sallade**

No report

n. **Distance Education Kathleen McAlister**

- Zoom Cloud Recording purge will begin on 10/31; be sure to migrate any recordings (more than 1 year old) that you wish to retain.
- DE is concerned about the frequency and duration of power failures at the District which have impacted instruction on the weekend when many students are submitting assignments. Communication is one issue, as DE is receiving support requests from students/faculty before District reports the issue, but we have backup generators which should prevent power failures from happening altogether.
- DE Committee will meet on 11/4/21 at 3:00 and we'll discuss the following issues/updates:
 - Update Title V Changes to RSI Language (again):
 - Title V changes Section 55620 Competency Based Education (CBE)
 - CVC Update
 - Synchronous Online Instruction Post-Pandemic and the potential impact for 1) curriculum approval/scheduling 2) faculty certification 3) Cameras-on/off policies and 4) new requirements for Title 5 disclosures in the class schedule
 - LTI Updates
 - OER Liaison Update
 - Canvas New Quiz Migration
- Canvas Panda Pros: This Fall, CCC faculty and staff can make a 20-minute appointment with a Canvas support professional--instructional design experts who can help with all things instructure--hands-on support, technical tips and tricks, or big-picture planning. To sign up, visit: <https://www.instructure.com/panda-pros>
- Several faculty members have asked about the CVC-@One Professional Development webinars offered this semester. There are three sessions remaining for the Fall 2021 webinar series: [Fall Into Humanized Online Teaching: A Pathway to Equity](#)
- Registration Links:
 - [Changing Students' Learning Narratives with a Self-affirming Ice Breaker and a Wisdom Wall 11/5](#)
 - [Math + OER: Integrating Open Educational Resources \(OER\) and Zero Textbook Cost \(ZTC\) Into Your Online Math Course 11/12](#)
 - [Developing your Teaching Presence with Bumper Videos & Microlectures 11/19](#)
- Links to CVC-OEI Fall 2021 Webinar Series Recordings (September-October):
 - [Two Powerful Tools to Humanize Your Online Course with Video 9/8](#)

- [Five Smart Strategies to Enhance your Course Design 9/23](#)
 - [Encouraging Academic Honesty in STEM through Authentic Assessment 9/30](#)
 - [Identifying Your High Opportunity Students with a Getting to Know You Survey 10/8](#)
 - [Active Learning: How to Increase Engagement in Online Math Classes to a Level You Never Thought Possible 10/15](#)
 - [Being a Warm Demander: Challenging Students with Relationship-Rich Teaching and Wise Feedback 10/22](#)
 - Link to CVC @One Accessibility Workshop Recording
 - [Making Documents Accessible 10/13](#)
- o. **Diversity, Equity and Inclusion Committee Maha Afra**
No report
- p. **President's Report and Committee Appointments (15 min.)**
- Call for a faculty member on the Equal Employment Opportunity Advisory Committee
 - Giovanni Hortua
 - Call for a faculty member on the Technology Implementation Committee
 - Aydinaneth (Aydi) Ortiz
 - Director of Nursing Appointments:
 - Thu Pham
 - Christine Hoang
 - Liz Putman
 - Alternate Shinah Ji
 - Liana Koepfel made the motion to the appointments. Joel Gober seconded the motion. The motion passed.
 - **Board of Trustee Meeting (10.12.2021):**
 - Interim Chancellor Fred Williams provided an update on the covid testing sites.
 - The Board passed a motion to be remote through December
 - The Board passed a motion to declare the week of November 8-12, 2021 Veteran's appreciation week.
 - The Board passed a motion to recognize the WHO listed vaccinations.
 - The Board passed a motion that if a person who has tested positive for Covid-19 and been in isolation for 10 days will not need to test for 90 days.
 - **Council On Budget and Facilities (CBF):**
 - CBF has not met since our last meeting
 - **District Consultation Council (DCC):** DCC met on 10.25.2021 and discussed the following items:
 - There was a review of the Resource Allocation Model
 - There was a discussion about the Fraudulent Financial Aid
 - Interim Chancellor Williams suggested using One Time Funding to pay the \$10 million deficit that was created by the fraudulent student financial aid.

- The Senate Discussed ways that we all at a campus halt this from happening. Bryan Seiling suggests that we use rainy day funding for it. Alison Roberson asked for data regarding the fraudulent students.
 - Faculty Code of Ethics – Interim Chancellor Williams suggested look at this as a Faculty Conflict of Interest and provided examples from other institutions that could serve templates for our district.
 - AB361 – There was a discussion about Shared Governance meetings being remote. Technically, they should not be remote.
 - **Planning and Budgeting Committee (PBC):** PBC met on October 21, 2021. The Faculty Prioritization list was discussed and voted to move forward. VPAS provide the group with a budget tutorial.
 - **President’s Advisory Committee (PAC):** PAC is meeting Thursday 10.28.2021 at 1p. I will give a report out during the Senate Meeting that follows at 3p. There will be a joint PBC/PAC Meeting Date – November 18. There was a Guided Pathways update.

IX. Adjournment

Jaclyn Magginetti made the motion to adjourn at 5:26 pm. Leslie Palmer Seconded the motion. The motion passed

Damon De La Cruz is inviting you to a scheduled Cypress College Zoom meeting.

Topic: Cypress College Academic Senate

Time: Sep 9, 2021 02:30 PM Pacific Time (US and Canada)

Join Zoom Meeting

<https://cypresscollege-edu.zoom.us/j/98305681363?pwd=akYws3l0TjdkODFGRXN3QW9lZ3BEZz09>

Meeting ID: 983 0568 1363

Passcode: 133934

One tap mobile

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CC ACADEMIC SENATE SPRING 2021

ACADEMIC SENATE OFFICERS		
President:	Damon de la Cruz	Damon de la Cruz
Past President:	Craig Goralski	Craig Goralski
President-Elect:		
Secretary:	Jaclyn Magginetti	Jaclyn Magginetti
Treasurer:	Liana Koeppel	Liana Koeppel
Curriculum Chair:	Silvie Grote	Silvie Grote
Senators: Please indicate departure time if you leave before adjournment.		
Academic Senators		Signature and time of departure
Business/CIS 1	Kathleen Troy (T1, Y1)	
Career Technical Education 1	Doug Sallade (T1, Y1)	Doug Sallade
Career Technical Education 2	Jeanette Jones (T1, Y1)	Jeanette Jones In 2:55Pm out: 5:22
Counseling 1	Cassie Rodriguez (T1, Y1)	Cassie Rodriguez
Counseling 2	Daniel Pelletier (T2, Y2)	Daniel Pelletier
Fine Arts 1	Janet Owen Driggs	Janet Owen Driggs

Fine Arts 2	Paul Paiement (T5, Y3)	Maha Afra (Alternate)
Health Science 1	Michael Faraci (T2, Y1)	Michael Faraci
Health Science 2	Lori Collins (T3, Y1)	
Health Science 3	Julia Cherney (T3, Y1)	Julia Cherney
Language Arts 1	Liana Koeppel (T3, Y1)	Liana Koeppel
Language Arts 2	Alison Robertson (T2, Y2)	Alison Robertson
Language Arts 3	Kathleen McAlister (T2, Y2)	Kathleen McAlister
Library/Learning Resource Center 1	Leslie Palmer (T1,Y1)	Leslie Palmer
Kinesiology:	Sergio Cutrona (T3,Y1)	Piero "Sergio" Cutrona
Science/Engineering/Math 1	Joel Gober (T1, Y1)	Joel Gober
Science/Engineering/Math 2	Christina Plett (T1, Y1)	Christina Plett
Science/Engineering/Math 3	Garet Hill (T1, Y1)	Garet Hill
Social Science 1	Steven Estrada (T3, Y1)	Steven Estrada
Social Science 2	Jaclyn Magginetti (T2, Y1)	
Adjunct Faculty Senator 1	Loyal Lebdeh (T1, Y2)	Loyal Lebdeh Out at 5:00 p.m.
Adjunct Faculty Senator 2	Cynthia Acosta (T1, Y1)	
Adjunct Faculty Senator 3	Chrystal Johnson (T1, Y2)	Chrystal Johnson

Liaisons		
Associated Students	Sydney Pike	Sydney Pike (left at 3:43)
Diversity, Equity and Inclusion	Maha Afra, Therese Mosqueda-Ponce, Ph.D.	Maha Afra
Campus Technology		
CC Foundation:	Damon de la Cruz	Damon de la Cruz
Program Planning and Review	Bryan Seiling	Bryan Seiling
Professional Development	Michael Brydges/ Ruth Gutierrez	Michael Brydges
United Faculty	Christie Diep	
Student Equity and Achievement Committee	Alison Robertson/ Gisela Verduzco	Alison Robertson
Student Learning Outcomes	Jennifer Coopman	Jennifer Coopman
AdFac United	Chrystal Johnson	Chrystal Johnson
Accreditation	Liana Koeppel	Liana Koeppel
CTE Liaison	Jeanette Jones /Doug Sallade	
Distance Education	Kathleen McAlister	Kathleen McAlister
Basic Skills		
Council on Budget and Facilities	Damon de la Cruz	

GUESTS		
Print Name:	Department:	
Adrienne Sanchez	DSS	